

**PERRY TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING**

**Held on April 16, 2021**

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Special meeting called to order by Trustee Wynne at 1:00 pm.

**Roll Called**     Trustee Wynne-Ayes             Trustee Hartshorn-Ayes             Trustee Mears-Ayes

**Trustee Wynne:** Following the resignation of Ms. Behnken we have a couple of things we need to move forward with. Fiscal Hub account who wants to monitor that, Jason, I assume you are going forward with the fire levy information. We need to discuss the revaluation money, and did we determine where that went. We never concluded on the cares act and the revenue thing and who is going to follow up on that. Not to mention the UAN and someone to do payroll.

**Trustee Hartshorn:** The Fire Levey I do not have to do. The Hub we all have access to that it is a read only. As far as a UAN person there is two people in Montgomery County, there are two traveling clerks we can tap. We cannot get the active by Tuesday anyhow, the question is do we need someone local or not. No matter who we choose they can remotely log into the UAN software and do our payroll. For the bill pay we are going to have to scan things and send them. What I do not know is if two Trustee signatures is enough without a fiscal officer signature would be enough to get payroll check done. **Trustee Wynne:** Without a fiscal officer all three of the Trustees would have to sign the checks. **Trustee Hartshorn:** The other option is we can write paychecks based on their last paystub, with no with holdings or anything else we would pay them their net worth on take home and deal with the withholdings later. That is a recommendation from the auditor's office. If we could get someone lined up based on who is available to us, we should be able to do that. The two remote clerks are Mr. Richard Ford out of Mad River and Mr. Tony Pranger, who us to work with the auditor's office and is now available as a consultant. **Trustee Wynne:** I spoke with John Morris he said there are fiscal officers from another township that will step in for us and will help out. Jefferson Township is the closes one to us that uses the UAN software. **Trustee Hartshorn:** Anyone with a UAN user can log in, there a remote software embedded so they can do UAN remotely. All the tax information and withholding and benefits are in Rhonda's former office. They need to be able to connect to that to process payroll. If we start talking to someone now, we should be able to connect by next Wednesday were that can at least run payroll, then we will figure out the bills. That will require scanning and sending or putting the bills in an envelope and sending them. I believe the best way to go is with the traveling clerk this is what they do full time. Mr. Moloney said the going rate is usually around \$20.00 an hour for someone to do this work. We can check with the traveling clerks to see who is available. It will take a little more work for Mr. Pranger, he is further away. With the UAN software in the PC you get full coverage support and it reduces risk. **Anu Sharma:** We are talking about a temporary fix as far as a visiting clerk, and hopefully we will have someone permanently in place the township needs to follow the section 503.24 of the code which allows the Trustees to put someone in place with in 30 days. **Trustee Wynne:** Just as soon as we can make it happen, we will be putting an ad in the paper for a fiscal officer. **Anu Sharma:** Has anyone notified the board of Elections yet of the vacancy in the office? **Trustee Hartshorn:** I do not believe so. **Anu Sharma:** Someone needs to do that. As code 507.051that is the duty of the fiscal officer normally to notify the Board of Elections, but someone has to do that. **Trustee Wynne:** I will do that this afternoon. **Trustee Hartshorn:** Even after we appoint someone there is going to be a period of training. Is, there any objections to reaching out to the two traveling clerks, the ones that have been identified and find out their availability? Coordinate with Karen on who we are going with. Anu, do we need a resolution for a temporary traveling clerk to be hired? Or is that more once we know the rate **Anu Sharma:** You can take a vote on if this is the avenue you want to take and a lot of this is going to depend on what the availability is two individuals, I think if you want to be clear you make a resolution and take a vote if this is the way you want to go. **Trustee Hartshorn:** Then we would have a resolution basically if we want to hire someone so we could have another special meeting just

to hire someone. **Anu Sharma:** Correct. **Trustee Hartshorn:** Ant other comment about going ahead with the traveling clerk? **Trustee Wynne:** Jason do you mind heading that part up since you already have thing moving. **Trustee Hartshorn:** I can, and I will make sure I keep everyone in the loop. We are all coordinating through Karen as we each get information. **Trustee Mears:** I would like to make a motion for Jason to reach out for the Traveler and get the process going. **Trustee Wynne:** I second.

**Rolled Called: Trustee Wynne -Ayes      Trustee Mears- Ayes      Trustee Hartshorn: Ayes**

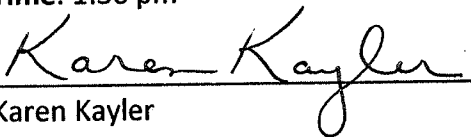
**Trustee Mears:** Are we going to be placing an ad in the paper? **Trustee Wynne:** Yes, we have to do that. We have to post we have a vacancy and if people are interested, we would have to appoint someone. **Trustee Hartshorn:** The vacancy is only until the November elections.

**Trustee Hartshorn:** I make a motion that we adjourn. **Trustee Mears:** Second

**Rolled Called: Trustee Mears – Ayes      Trustee Hartshorn – Ayes      Trustee Wynne - Ayes**

**Motion so moved.**

**Time: 1:30 pm**

  
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Karen Kayler

  
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President, Trustee